

**641—156.1(125) Definitions.** Unless otherwise indicated, the following definitions shall apply to the specific terms used in these rules:

*“Admissions”* means the point in an inmate’s relationship with the program at which the screening process has been completed and the inmate is to receive treatment services.

*“Affiliation agreement”* means a written agreement between the governing authority of the program and another organization under the terms of which specified services, space or personnel are provided to one organization by the other, but without exchange of moneys.

*“Applicant”* means any substance abuse treatment program which has applied for a license or renewal.

*“Application”* means the process through which a substance abuse treatment program applies for a license or renewal as outlined in the application procedures.

*“Assessment”* means the process of evaluating an inmate’s strengths, weaknesses, problems, current status, and needs so that a treatment plan can be developed.

*“Board”* means the state board of health created pursuant to Iowa Code chapter 136.

*“Case management”* means the process of using predefined criteria to evaluate the necessity and appropriateness of client/patient care.

*“Chemical dependency”* means alcohol or drug dependence or psychoactive substance use disorder as defined by the criteria in the current Diagnostic and Statistical Manual of Mental Disorders, Fourth Edition (DSM IV), or by other standardized and widely accepted criteria.

*“Chemical dependency rehabilitation services”* means those inmate or group services that are directly related to chemical dependency or the inmate treatment plan. These services may include inmate, group, and family counseling; educational services; curriculum-based therapeutic approaches; self-help groups; and structured recreational activities. These services do not include active employment or education courses beyond the secondary level.

*“Chemical substance”* means alcohol, wine, spirits, and beer as defined in Iowa Code chapter 123 and controlled substances as defined in Iowa Code section 124.101.

*“Concerned person”* means an inmate who is receiving treatment services due to problems arising from the person’s involvement or association with a correctional substance abuser or chemically dependent inmate or client/patient, and is negatively affected by the behavior of the substance abuser, chemically dependent inmate, or client/patient.

*“Continuing care”* means providing a specific period of structured therapeutic involvement designed to enhance, facilitate and promote transition from primary treatment to ongoing recovery.

*“Continuum of care/treatment”* means a structure of interlinked treatment modalities and services designed so that an inmate’s changing needs will be met as that inmate moves through the treatment and recovery process.

*“Contract”* means a formal legal document adopted by the governing authority of the program and any other organization, agency, or individual that specifies services, personnel, or space to be provided to the program as well as the moneys to be expended in the exchange.

*“Correctional substance abuse treatment facilities”* means those correctional specialized unit facilities and OWI programs that provide 24-hour, live-in, seven-days-a-week substance abuse treatment services.

*“Counselor”* means an individual who, by virtue of education, training, or experience, provides treatment, which includes advice, opinion, or instruction, to an inmate or in a group setting to allow an opportunity for an inmate to explore the inmate’s problems related directly or indirectly to substance abuse or dependence.

*“Culturally and environmentally specific”* means integrating into the assessment and treatment process the ideas, customs, beliefs, and skills of a given population, as well as an acceptance, awareness, and celebration of diversity regarding conditions, circumstances, and influences surrounding and affecting the development of an inmate or group.

*“Department”* means the Iowa department of public health.

*“Designee”* means the staff person or counselor who is delegated tasks, duties and responsibilities normally performed by the treatment supervisor, treatment director or executive director.

*“Detoxification”* means the withdrawal of an inmate from a physiologically addicting substance.

*“Director”* means the director of the Iowa department of public health.

*“Discharge criteria”* means criteria to be considered when determining appropriateness of discharge or referral to a different level of treatment.

*“Discharge planning”* means the process, begun at admission, of determining a client/patient’s continued need for treatment services and of developing a plan to address ongoing client/patient posttreatment needs. Discharge planning may or may not include a document identified as a discharge plan.

*“Division”* means the division of behavioral health and professional licensure.

*“Extended residential program”* means a designated unit for substance abuse treatment that is staffed 24 hours a day, seven days a week. There is a structured daily schedule. Treatment services total a minimum of 20 hours a week for no less than four months, unless the primary residential program is two months or longer.

*“Facility”* means a hospital, correctional institution, a program located in a judicial district, or detoxification center, or installation providing care, maintenance, and treatment for substance abusers and licensed by the department under Iowa Code section 125.13.

*“Follow-up”* means the process for determining the status of an inmate who has been referred to an outside resource for services or who has been discharged from the program.

*“Governing body”* means the individual(s), group, or agency that has ultimate authority and responsibility for the overall operation of the facility.

*“Inmate”* means a person confined in a correctional institution or under the supervision of the department of corrections or a judicial district department of correctional services as a result of a conviction of a public offense.

*“Intake”* means the process of collecting and assessing information to determine the appropriateness of admitting or retaining an inmate in a substance abuse treatment program.

*“Iowa board of substance abuse certification”* means the professional certification board that certifies substance abuse counselors and prevention specialists in the state of Iowa.

*“Licensee”* means any program licensed by the department.

*“Licensure”* means the issuance of a license by the department upon due process by the board which validates the licensee’s compliance with substance abuse standards and authorizes the licensee to operate a substance abuse treatment program in the state of Iowa.

*“Licensure weighting report”* means the report that is used to determine the type of license for which a program qualifies based on point values assigned to areas reviewed and total number of points attained. In addition, a minimum percent value in each of three categories shall be attained to qualify a program for a license as follows: 95 percent or better rating in clinical, administrative and programming for a three-year license; 90 percent or better rating in clinical, administrative and programming for a two-year license; or less than 90 percent but no less than 70 percent rating in clinical, administrative and programming for a one-year license.

*“May,”* in the interpretation of a standard, means an acceptable method that is recognized but not necessarily preferred.

*“Outpatient program”* means substance abuse services totaling a minimum of ten hours per week for no less than three months that are not assigned to a designated unit.

*“Primary residential program”* means a designated unit for substance abuse treatment that is staffed 24 hours a day, seven days a week. There is a structured daily schedule. Treatment services total a minimum of 30 hours per week for no less than one month.

*“Program”* means any partnership, corporation, association, correctional facility, governmental subdivision, or public or private organization.

*“Protected classes”* means classes of people who have required special legislation to ensure equality.

*“Quality improvement”* means the process of objectively and systematically monitoring and evaluating the quality and appropriateness of client/patient care to improve client/patient care and resolve identified problems.

*“Referral agreement”* means a written document defining a relationship between the program and an outside resource for the provision of inmate services that are not available within the substance abuse treatment program.

*“Rehabilitation”* means assisting an inmate to attain the fullest physical, mental, social, vocational, and economic usefulness within the inmate’s own capabilities. Rehabilitation may include, but is not limited to, medical treatment, psychological therapy, occupational training, job counseling, prosocial behavioral change and domestic rehabilitation/habilitation, and education.

*“Relapse”* means progressively irresponsible, inappropriate and dysfunctional or criminal behavior patterns that could lead to resumption of alcohol or drug use. “Relapse” also refers to the resumption of alcohol or drug use.

*“Rule”* means each statement of general applicability that implements, interprets, or prescribes department law or policy, or that describes the organization, procedure or practice requirements of the department. The term includes the amendment or repeal of existing rules as specified in the Iowa Administrative Code.

*“Screening”* means the process by which a client/patient is determined to be appropriate and eligible for admission to a particular program. The focus is on the minimum criteria necessary for appropriateness/eligibility.

*“Shall,”* in the interpretation of a standard, means a mandatory statement; that is, the only acceptable method under the present standards.

*“Should,”* in the interpretation of a standard, means the commonly accepted method, yet allows for the use of effective alternatives.

*“Staff”* means any individual who provides services to the program on a regular basis as a paid employee, agent, or consultant or as a volunteer.

*“Standards”* means specifications that represent the minimum criteria of a substance abuse treatment program which are acceptable for the issuance of a license.

*“Substance abuser”* means an inmate who habitually lacks self-control as to the use of chemical substances or uses chemical substances to the extent that the inmate’s health is substantially impaired or endangered or that the inmate’s social or economic function is substantially disrupted.

*“Treatment”* means the broad range of planned and continuing inpatient, outpatient, and residential care services, including diagnostic evaluation, counseling, and medical, psychiatric, psychological, and social service care which may be extended to substance abusers, concerned persons, concerned family members or significant others, and which is geared toward influencing the inmate’s behavior to achieve a state of rehabilitation.

*“Treatment days”* means days in which the treatment program is open for services or actual working days.

*“Treatment plan”* means a written plan which specifies the goals, activities, and services determined through process of assessment to be appropriate to meet the objective needs of the inmate.

*“Treatment planning”* means the process by which a counselor and client/patient identify and rank problems, establish agreed-upon goals, and decide on the treatment process and resources to be utilized.

*“Treatment supervisor”* means an individual who, by virtue of education, training, or experience, is capable of assessing the psychosocial history of a substance abuser to determine the treatment plan most appropriate for the inmate. This individual shall be designated by the applicant.